



WISCONSIN DEPARTMENT OF CORRECTIONS

Governor Tony Evers / Secretary Kevin A. Carr

GUIDANCE DOCUMENT CERTIFICATION

I have reviewed this guidance document or proposed guidance document and I certify that it complies with sections §227.10 and §227.11 of the Wisconsin Statutes.

I further certify that the guidance document or proposed guidance document contains no standard, requirement, or threshold that is not explicitly required or explicitly permitted by a statute or a rule that has been lawfully promulgated.

I further certify that the guidance document or proposed guidance document contains no standard, requirement, or threshold that is more restrictive than a standard, requirement, or threshold contained in the Wisconsin Statutes.

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Name of Individual Certifying this Document/Proposed Document

ADMINISTRATOR, DIVISION OF COMMUNITY CORRECTIONS

Title


[Handwritten Signature]

Signature

6/25/19

Date Signed

Department of Corrections – Wisconsin
Office of the Secretary
Wis. Stat. § 227.112(6)
DOC-2910 (6/2019)

 <p style="text-align: center;">WISCONSIN DEPARTMENT OF CORRECTIONS Division of Community Corrections DOC-1356 (Rev.) Administrative Directive # 13-11 Replaces #12-10</p>	EFFECTIVE DATE January 1, 2014	PAGE NUMBER 1 of 3
	MANUAL REFERENCE	<input type="checkbox"/> New <input checked="" type="checkbox"/> Revision
	ORIGINATED BY ADMINISTRATOR'S OFFICE Denise Symdon <i>Denise Symdon</i>	
DISSEMINATION <input checked="" type="checkbox"/> All Staff <input type="checkbox"/> Supervisory Staff Only		PRIORITY <input checked="" type="checkbox"/> Policy/Directive <input type="checkbox"/> Information Discuss at Staff Meeting Read/Route/Post
SUBJECT: GPS Tracking Fees		

Reference:

Wisconsin State Statutes 301.48 and 301.49 and Administrative Code 332.20

Definitions, Acronyms and Forms:

GPS: Global Positioning System

GPS Fee Payment Notice Form: The GPS Specialist will mail this form to offenders subject to GPS tracking and/or email the form to the Agent of Record for an actively supervised GPS offender.

Active Supervision: A person currently on probation, parole, supervised release or extended supervision with the Wisconsin Department of Corrections.

Maximum Discharge GPS: A person who is not supervised by the Wisconsin Department of Corrections for probation, parole or extended supervision, but is subject to lifetime GPS tracking under Wisconsin State Statute 301.48. This includes the registrants who have maximum discharged (max discharge) from prison and registrants that discharge from Chapter 980 commitments.

2011 WI Act 266 GPS: The Court has the authority to require persons who violate certain restraining orders or injunctions to be monitored by a global positioning system as a condition of supervision.

Monthly Tracking Fee: The amount an individual is required to pay if subject to GPS tracking under Wisconsin State Statute 301.48 or 301.49, as determined by the Department.

Combined Monthly Household Income (CMHI): Total combined monthly income of the offender and their spouse or registered domestic partner.

Monthly DOC Payments: Other payments and fees including but not limited to restitution, court costs, victim/witness surcharges, supervision fees and sex offender registration fees.

Policy Statement:

The Department of Corrections will charge a fee to individuals who are subject to lifetime Global Positioning System (GPS) or have been court ordered to comply with 2011 WI Act 266, to offset the costs of the tracking based on the person's ability to pay.

Procedure:

There are five classifications of GPS. The first two classifications (Discretionary & DHS) do not require a monthly GPS Fee Payment Notice form.

1. Discretionary – This is a method of supervision used by DOC. Discretionary GPS offenders go through a screening process starting with the Agent of Record and progressing through the Corrections Field Supervisor, Regional Chief, and finally the GPS Specialist for final approval.

2. DHS – The Department of Health Service and DOC have an agreement to which DOC will monitor DHS Supervised Release clients on GPS. DOC bills DHS monthly for reimbursement of actual and full GPS supervision costs.
3. Mandatory Life – Offenders who are on active supervision and are statutorily required to have lifetime GPS tracking.
4. 2011 WI Act 266 – Offenders who are on active supervision and have been convicted of Violation of a Harassment or Domestic Abuse Restraining Order or injunction and have been court ordered to comply with GPS as a condition of supervision.
5. Maximum Discharge – Offenders who have discharged from active supervision and are statutorily required to have lifetime GPS tracking.

Certain persons included in the above categories subject to GPS lifetime tracking may petition for termination of lifetime tracking with the circuit court no earlier than 20 years after the date on which lifetime tracking began. Certain offenders are prohibited from filing for termination.

Fee Schedule:

DCC staff shall determine the Monthly Tracking Fee for classifications 3, 4 and 5 above, based on the following income and fee schedule:

Schedule Category		Monthly Tracking Fee
I.	Combined Monthly Household Income (CMHI) is less than \$800.00, or if offender is incarcerated for more than 15 days of the month.	\$0.00
II.	CMHI is between \$800.00 and \$1500.99, and total of other required monthly DOC fee payments equal to or less than \$250.00*	\$50.00
III.	CMHI is between \$1501.00 and \$2400.00, and total of other required monthly DOC fee payments equal to or less than \$350.00*	\$120.00
IV.	CMHI is greater than \$2400.00	\$240.00

**** If the individual who is subjected to the fee schedule fails to meet both criteria elements listed in the schedule category level, the monthly tracking fee schedule should be set at the lower category level.***

Billing Procedures:

A listing of all individuals who are subject to GPS tracking will be generated by the Monitoring and Communications Center staff on the first day of each month, separated by the five categories listed above. For individuals who appear on the listing as Mandatory Life (#3), 2011 WI Act 266 (#4) or Maximum Discharge (#5), DCC Agents will be contacted to determine the fee schedule. The offender will then be invoiced according to their fee schedule for that full month. Payments are due the first day of the following month. Unpaid balances will be subject to the Tax Refund Intercept Program (TRIP). Changes, discrepancies or errors in the fee schedule or invoice shall be reported to the GPS Specialist or the Director of Sex Offender Programs.

US Bank deposits all payments received at the address listed below. This GPS Fee account shall be managed and reconciled by the DCC Accountant.

Please submit payment to:

Wisconsin Department of Corrections
GPS Fee Collections
P.O. Box 93250
Milwaukee, WI 53293-0250

Active Supervision Individuals Subject to this Policy:

Agents will establish the Schedule Category and provide notice to the offender. Agents will provide a copy of the monthly billing invoice to the offender and instruct the offender to submit payment by the first of the following month. The schedule category shall be reviewed on a quarterly basis as part of case planning. Failure to pay shall result in intermediate sanctions such as financial counseling, verbal reprimand, and wage assignment. Continued refusal to pay may lead to custody or revocation. If there is a change in the CMHI, it is the agent's responsibility to notify the GPS Specialist, who will in turn notify the DCC Accountant that there has been a change.

Terminated Individuals Subject to this Policy:

The GPS Specialist, in conjunction with the Sex Offender Programs Director, will establish the Fee Schedule Category and provide notice to the offender prior to termination of active supervision or release based on information provided by the assigned agent. The Fee Schedule Category shall be reviewed on an annual basis. Individuals who are subject to lifetime tracking will be required to provide documentary evidence to request a reduction in Fee Schedule Category to the GPS Specialist. In the event financial information is not provided or cannot be obtained, the fee schedule will be set at the Category IV Fee Schedule (\$240.00 per month), until such time as income can be verified.

Bankruptcy will NOT discharge any accumulated debt associated with GPS fee charges.